



**TOWN OF GORDONSVILLE
TOWN COUNCIL
REGULAR MEETING**

Minutes

**Monday, July 16, 2018
6:30 p.m.
Council Chambers**

CALL TO ORDER

Vice-Mayor Winkey called the meeting to order at 6:30 p.m.

INVOCATION

Mr. Craig Luther, Somerset Christian Church

PLEDGE OF ALLEGIANCE

Mayor Coiner led everyone in the pledge of allegiance.

Roll Call: Mayor Robert K. Coiner
Vice-Mayor Emily Winkey
Councilmember James L. Bradley
Councilmember Ronald Brooks III
Councilmember Elizabeth Samra

ADOPTION OF AGENDA

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to adopt the agenda as presented. The vote was unanimous.

MATTERS BY THE PUBLIC

Alan Saunders, Louisa VDOT Resident Engineer and Nathan Umberger, VDOT Traffic Engineer for Culpeper District.

Mr. Saunders and Mr. Umberger appeared before Council to give an update on the new lane markings for Route 15 North.

Mayor Coiner stated he is fine with the change in lane markings as long as the speed limit is 25 mph to the traffic circle. Mr. Umberger stated the lanes will be narrowed to 10'-12', which will help to slow traffic, and pull the travel lane away from the sidewalk.

Councilmember Bradley questioned why three lanes are needed in town near the circle.

Councilmember Samra stated her support for the re-marking, and stated she prefers a lower speed limit.

Vice-Mayor Winkey asked how long the funds be available. Mr. Saunders stated the funds used for this project are county safety funds that are available county-wide. He further stated that funds not used for this project will be used for other projects that are on the list.

Councilmember Brooks stated he is in favor of the reduced speed limit.

Mr. Saunders stated the Code of Virginia is very prescriptive regarding how a speed limit is established, and it has to be followed.

Mr. Saunders and Mr. Umberger stated they would review the guidelines in the Manual on Uniform Traffic Control Devices (MUTCD), as well as Council comments, to see if the suggested solutions can be fine-tuned and then come back to Council with an update.

Judy Cutright, 302 North Main Street

Ms. Cutright appeared before Council to give her comments on how excited she is with the running of the pool this year. Ms. Cutright stated staff is extremely professional. Ms. Cutright stated the pool has clear water and the grounds are clean and the pool schedule is appropriate.

Holly Haliniewski, Stony Point Design Build

Ms. Haliniewski appeared before Council to state renewed efforts have begun to attract the right group or individual to partner with Stony Point Design Build to bring a world-class craft beer experience to the Town of Gordonsville with the opening of the Gordonsville Brewery/Brewpub. Ms. Haliniewski is asking for Council support in the request for proposals.

ANNOUNCEMENTS

Mayor Coiner made the following announcements.

The Mayor and three members of Council will attend the VML Institute for Local Officials in Richmond on Friday, July 20, 2018.

Dix Memorial Pool will be closed on Saturday, July 21, 2018.

The August Town Council meeting will be held at 6:30 pm on Monday, August 20, 2018.

CONSENT AGENDA

*Consideration of minutes for June 25, 2018 Town Council Meeting.
Presentation of bills paid for the month of June 2018.*

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to approve the Consent Agenda as presented. The vote was unanimous.

DEPARTMENT REPORTS

Finance – Town Treasurer

Presentation of the Treasurer's Office activity report for June 2018.

The Town Treasurer presented her report.

Police – Police Chief

Presentation of the Police Department activity report for June 2018.

The Police Chief presented his report.

Streets –Public Works Director

Presentation of the Public Works Department activity report for June 2018.

The Public Works Director presented his report.

Visitor Center – Visitor Center Director

Presentation of the Visitor Center activity report for June 2018.

The Visitor Center Director was not present.

Dix Memorial Pool – Pool Manager

Presentation of the Dix Memorial Pool activity report for June 2018.

The Pool Manager presented his report.

UNFINISHED BUSINESS

Discussion of Verling Park Master Plan.

Mayor Coiner presented for consideration the discussion the Verling Park Master Plan.

Staff did not have updates on the Verling Park Master Plan and Council did not hold a discussion.

NEW BUSINESS

Consideration of authorization of Town Manager to sign contract for obstruction removal at Gordonsville Municipal Airport.

Mayor Coiner presented for consideration the authorization of Town Manager to sign a contract for obstruction removal at Gordonsville Municipal Airport.

Mrs. Kendall stated the contract has been modified and is in agreement with Klöckner and contractor. Mrs. Kendall stated she hopes to have the obstruction removal taken care of in September to take advantage of the seeding season and to meet the November DOAV deadline.

Council discussed the Gordonsville Municipal Airport obstruction removal contract and suggested a few word changes.

Councilmember Bradley made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager to execute an agreement between the Town of Gordonsville, J. Sanders Construction Company, and Intertrans Carrier Company for obstruction removal at the Gordonsville Municipal Airport, as amended.

Roll call vote:

Councilmember Samra	Aye
Councilmember Bradley	Aye
Councilmember Brooks	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

Consideration of termination of Civic Plus contract for website management services.

Mayor Coiner presented for consideration the termination of the Civic Plus contract for website management services.

Mrs. Kendall stated Revize had not provided a link to the new Town of Gordonsville website as of the meeting. She further stated that, once the link has been provided, it will be forwarded to Council and staff for review and comments.

Councilmember Samra stated she is not ready to support the termination of the Civic Plus contract without seeing what the new website looks like.

Councilmember Bradley stated the entire Council should have the chance to look at the new website before it is approved.

Consideration of asbestos testing at Linney Street property.

Mayor Coiner presented for consideration the asbestos testing at the Linney Street property.

Mayor Coiner stated he will reach out to the previous landowner to see if they are interested in removing any items from the Linney Street property prior to it being demolished.

Councilmember Samra made a motion, seconded by Councilmember Brooks, to authorize the Town Manager to sign a contract with Digs Inc., for the demolition of the structures located at 112 Linney Street, including filling in the septic tank; and grading, seeding and strawing the property, contingent upon the asbestos testing showing little or no asbestos to be abated.

Roll call vote:

Councilmember Bradley	Aye
Councilmember Brooks	Aye
Councilmember Samra	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

Mayor Coiner made a motion, seconded by Councilmember Brooks, to approve SA2018-3 to appropriate \$12,128.00 to the General Fund *Residential Rental Property* expense line item for the demolition of the house and accessory structures located at 112 Linney Street, as presented.

Roll call vote:

Councilmember Brooks	Aye
Councilmember Samra	Aye
Councilmember Bradley	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

Consideration of authorizing Town Manager to release an RFP for freight depot design services.

Mayor Coiner presented for consideration authorizing the Town Manager to release an RFP for freight depot design services.

Ms. Scolforo, Town Attorney, suggested WDP & Associates be sent RFP for the Freight Depot to make sure they are okay with attaching their letter to the document.

Council held a discussion on the release of the RFP.

Councilmember Brooks made a motion, seconded by Vice-Mayor Winkey, to authorize the Town Manager to release a request for proposals, upon review and approval by VDOT and the Town's legal counsel, for the procurement of architectural/engineering services for the completion of the Freight Depot renovation project.

Roll call vote:

Councilmember Samra	Aye
Councilmember Bradley	Aye
Councilmember Brooks	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

Consideration of Town Code amendment regarding set-out time for garbage collection.

Mayor Coiner presented for consideration the Town Code amendment regarding set-out time for garbage collection.

Mrs. Kendall stated she has spoken with two vendors concerning the set-out time and they were agreeable with the proposed 6:30 am set-out time for garbage collection. Mrs. Kendall stated one vendor stated 7:00 a.m. would be fine, the other stated 6:00 a.m., so she suggested 6:30 a.m.

Vice-Mayor Winkey and Councilmember Bradley stated 6:00 a.m. would be better and maybe would not have to come back to Council to have it changed.

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to adopt an ordinance, as presented, to amend Section 11-24 of the Gordonsville Town Code to require that receptacles for garbage collection be set out by 6:00 a.m. on the day of collection.

Roll call vote: Councilmember Bradley Aye
Councilmember Brooks Aye
Councilmember Samra Aye
Vice-Mayor Winkey Aye
Mayor Coiner Aye
The vote was unanimous.

Vice-Mayor Winkey made a motion, seconded by Councilmember Bradley, to waive the second reading.

Roll call vote: Councilmember Brooks Aye
Councilmember Samra Aye
Councilmember Bradley Aye
Vice-Mayor Winkey Aye
Mayor Coiner Aye
The vote was unanimous.

Consideration of Resolution of Support for High Street Intersection Improvement Smart Scale Application.

Mayor Coiner presented for consideration the resolution of support for the High Street Intersection Improvement Smart Scale Application.

Mayor Coiner stated this is something wanted in 2008-2009 but at that time no funds were available.

Councilmember Bradley stated when the traffic study was done years ago, a round-about was suggested for both ends of High Street and wanted to be sure this application was for improvements at both ends.

Mrs. Kendall stated she received a letter from the Orange County School Board in support of this application and will donate the right-of-way for the work to be done.

Councilmember Samra made a motion, seconded by Councilmember Bradley, to adopt a resolution of support, as presented, for the submission of the High Street intersection improvement projects for consideration in the VDOT Smart Scale project prioritization process.

Roll call vote: Councilmember Samra Aye
Councilmember Bradley Aye
Councilmember Brooks Aye
Vice-Mayor Winkey Aye
Mayor Coiner Aye
The vote was unanimous.

TOWN MANAGER’S REPORT

The Town Manager reviewed her report with Council.

NEW MATTERS BY THE PUBLIC AND COUNCIL

Mayor Coiner stated the intention behind Council's water rate increase in January was to have water rates even across the board for in-town and out-of-town water customers. The Town only has one out-of-town industrial water customer.

Mayor Coiner stated at the August Town Council he is requesting Council reconsider the out-of-town industrial water rate once figures have been reviewed and come up with a possible new rate for the one out-of-town industrial water customer.

CLOSED SESSION

Town Council will convene in Closed Session pursuant to Code of Virginia Section 2.2-3711 paragraph (A1) – discussion and evaluation of the Town Manager for FY2018.

Town Council will convene in Closed Session pursuant to Code of Virginia Section 2.2-3711 paragraph – (A3) – discussion of possible acquisition of property for a community center and park property where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body.

Councilmember Brooks made motion, seconded by Vice-Mayor Winkey, that the Town Council convene into closed session pursuant to Virginia Code Section 2.2-3711 paragraph (A1) - Discussion and Evaluation of the Town Manager for FY2018, paragraph (A3) - Discussion of possible acquisition of property for a community center and park property, and (A7) - consultation with legal counsel pertaining to actual or probable litigation concerning the Freight Depot, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body.

Roll call vote:

Councilmember Bradley	Aye
Councilmember Brooks	Aye
Councilmember Samra	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

Councilmember Bradley made a motion, seconded by Vice-Mayor Winkey, to certify that only matters lawfully exempted under Virginia Code Section 2.2-3711 paragraph (A1), (A3) and (A7) as identified in the motion by which the closed meeting was convened, were heard, discussed or considered in the closed meeting.

Roll call vote:

Councilmember Brooks	Aye
Councilmember Samra	Aye
Councilmember Bradley	Aye
Vice-Mayor Winkey	Aye
Mayor Coiner	Aye

The vote was unanimous.

NEW MATTERS BY COUNCIL

Council reached a consensus to award the Town Manager a 3% merit increase.

ADJOURNMENT

There being no further business to come before Town Council, Mayor Coiner adjourned the meeting at 11:27 p.m.

Robert K. Coiner, Mayor

Janet W. Jones, Town Clerk